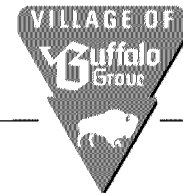


VILLAGE OF BUFFALO GROVE

Fifty Raupp Blvd.
Buffalo Grove, IL 60089-2196
Phone 847-459-2500
Fax 847-459-7906



VILLAGE OF BUFFALO GROVE Board of Fire and Police Commissioners Minutes of Regular Meeting Village Hall Emergency Operations Center September 19, 2022

CALL TO ORDER and ROLL CALL:

The regular meeting was called to order at 6:00PM by Commissioner Dryman, Acting Chairman & Secretary. Commissioner Dryman called the roll & noted for the record that a quorum was present for the meeting. Present at Village Hall were Commissioners Fishman, Dryman and McKee. Also, in attendance were Police Chief Casstevens, Police Lieutenant Rodriguez; Acting Deputy Police Chief of Operations, Fire Chief Baker, Deputy Fire Chief Kane, HR Director Malinowski, HR Analyst Golbach, Village Trustee Liaisons Smith and Weidenfeld. Commissioner Blumenthal and Chairman Berman were not present at the meeting

APPROVAL OF MINUTES:

- A. Commissioner Dryman introduced a motion, seconded by Commissioner Fishman, to approve the minutes of the BFPC Regular Meeting on August 8, 2022. Commissioners Dryman, Fishman, and McKee voted in favor of the motion. The motion passed

CHAIRMAN'S REPORT:

- A. Commissioner Dryman, on behalf of Chairman Berman, introduced Edward McKee Jr as the newest member of the BFPC.
- B. Commissioner Dryman commended the outstanding job that the BGPD and BGFD did during the annual Buffalo Grove Days celebration.
- C. Commissioner Dryman reminded the other Commissioners that Officer Meghan Hansen will be sworn-in and promoted to Police Sergeant October 3rd during the BG Village Meeting. All were encouraged to attend.

COMMISSIONER'S REPORTS:

- A. Commissioner McKee said he was looking forward to working with the BFPC and happy to be on board

CHIEF REPORTS:

POLICE DEPARTMENT:

- A. Chief Casstevens provided each member of the BFPC a copy of the BGPD's 2021 Annual Report
- B. Chief Casstevens reported that the nation-wide search for his replacement continues
- C. Chief Casstevens reminded the Commissioners of Sergeant Meghan Hansen's promotion on October 3rd
- D. Chief Casstevens reported that BGPD is 4 officers short of full complement and they are currently conducting background checks on current candidates to fill those open positions
- E. Chief Casstevens and Lt Rodriguez announced that there will be a need to begin the process of starting a new Police Lieutenant's candidate list and dates for 2023 will be forthcoming to populate the 2023 BFPC calendar.

- a. Police Sergeant dates have been provided by Deputy Chief Szos and entered in the 2023 BFPC Preliminary calendar

FIRE DEPARTMENT:

- A. Chief Baker reported that the FF/PM eligibility list is currently being worked through. They are currently at Candidate # 15 on the list
- B. Chief Baker reported that as of 9/19/22:
 - a. 2 New hires appointed to BGFD (Candidates 1 & 2)
 - b. 9 candidates declined offers
 - i. Candidate # 9 gave no reason
 - ii. Candidate #'s 3, 10, 11 & 14 were hired by another department
 - iii. Candidates #'s 6, 8 & 9 took one-time pass with no reason given
 - iv. Candidate # 13 took a 1st time pass
 - v. Candidates 5, 7, 12 & 15 are currently in-process
 - 1. Candidate 5 has completed their integrity interview and is in final process
 - 2. Candidate 7 has completed their integrity interview and the background team is completing their report
 - 3. Candidate 12 has their integrity interview scheduled for 9/26
 - 4. Candidate 15 is in process and their background packet is due 9/22
- C. Chief Baker reported that there are still 2 vacancies within the BGFD
 - a. There are 8 more candidates on the FF/PM Register
- D. Chief Baker informed the BFPC that they are expanding their recruiting efforts to:
 - a. Great Lakes Naval Station
 - b. Scott Air Force Base
 - c. African American Firefighter & Paramedic League
- E. Chief Baker asked if the BFPC was able to review the background packet for FF/PM Candidate # 7
 - a. The BFPC will discuss during Executive Session

QUESTIONS FROM THE AUDIENCE: NONE

OLD BUSINESS:

- A. Commissioner Dryman discussed action related to the 2022 BFPC Calendar
 - a. NONE TO BE TAKEN
- B. Commissioner Dryman discussed action related to the BFPC Rules and Regulations
 - a. Police Chief Casstevens and Lt Rodriguez discussed that the text for Police Sergeant and Police Lieutenant promotional process be updated to state, **"Candidates for promotion to Police Sergeant or Police Lieutenant must have successfully completed their Police Officer or Police Sergeant probationary period by the due date of the application"**
 - b. Commissioner Fishman recommend that we wait until we can meet and discuss as a full Commission to review and approve any changes to the Rules and Regulations

NEW BUSINESS:

- A. Commissioner Dryman discussed action related to the 2023 BFPC Calendar
 - a. Commissioner Dryman pointed that the 2023 BFPC calendar has been put together with the Police Sergeant promotional process dates. Commissioner Dryman will input the dates for the 2023 FF/PM timeline into the preliminary calendar. The calendar needs to be reviewed by all BFPC Commissioners to discuss monthly availability. A vote will need to be taken prior to the 2022 BFPC calendar expiring in December
- B. Police Lieutenant Rodriguez discussed possible action related to conditional offers and polygraph examinations.
 - a. He informed the BFPC that when Police Sergeant Horbus attended a training class the instructor suggested that Police Commissions/Police Departments consider a best practice of issuing the polygraph exams AFTER the conditional offer of employment is extended
 - i. Another consideration would be to eliminate the polygraph examination unless the background check warrants a need for one

- ii. HR Director Malinowski recommended that this be asked during the next ILFPC conference by the attending BFPC Commissioners in November to get better clarification

EXECUTIVE SESSION:

- A. Commissioner Dryman introduced a motion, seconded by Commissioner Fishman to recess into Executive Session at 6:30PM pursuant to Section 2(C) (1) of the Illinois Open Meetings Act: The Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine its Validity.
 - a. Commissioners Dryman, Fishman and McKee voted in favor of the motion. The motion passed & the Regular BFPC Meeting was temporarily adjourned for the Executive Session

RETURN TO REGULAR SESSION:

- A. Commissioner Dryman recalled the Regular Session back to order. Present were Commissioners Dryman, Fishman, Blumenthal and McKee. Also, in attendance were Fire Chief Baker, Deputy Fire Chief Kane, Police Chief Casstevens, Police Lieutenant Rodriguez; Acting Deputy Police Chief of Operations, HR Director Malinowski, HR Analyst Golbach
- B. Commissioner Dryman introduced a motion, seconded by Commissioner Fishman to extend a conditional offer of employment to Firefighter/Paramedic New Hire Candidate #7. Commissioners Dryman, Fishman and McKee opposed the motion. The motion failed & Candidate # 7 will removed from the hiring process
 - a. HR Director Malinowski will inform the candidate via mail that they will not move forward in the hiring process

ADJOURNMENT:

Commissioner Dryman introduced a motion, seconded by Commissioner Fishman to adjourn the meeting at 6:34PM Commissioners Fishman, Dryman and McKee voted in favor of the motion. The motion passed & the Regular BFPC Meeting was adjourned.

Respectfully submitted,

Kevin B. Dryman

Kevin B. Dryman, Secretary
Board of Fire and Police Commissioners

The Village of Buffalo Grove, in compliance with the Americans With Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities contact the ADA Coordinator at 459-2507 to allow the Village accommodations for those persons.